

Atlantic Regional Local Human Rights Committee  
Meeting Minutes

- I. ***Date of Meeting:*** January 30, 2012
- II. ***Members Present:*** Valerie Guess, Chair; Karen Etheridge, Vice-Chair; Kiana Hargrove, RN; Marilyn Copeland
- III. ***Others Members Present:*** Reginald Daye, Regional Advocate; Nerissa Rhodes, Office of Human Rights; Vimal Amin, Divine House LLC; Renna Ebron, New Hope Family & Youth Relations; Marsha Simpkins, Peaceful Surroundings LLC; Sharon Davis, Harmony House Inc; Vicky Potts, Open Heart Services LLC; Sonya Lee, Open Heart Services LLC; Josue Desvarieux, Open Heart Services LLC; Sara Goddard, Divine Behavioral Services, Tracy Jarvis, Superior Community Services; Renata Brown, Rosezanne's Ark; Adrianne Sears, F.A.C.E.S. Community Services; Richard Mason, Oasis Counseling Center; Jonathan Gibbs, Pathways Developmental Services Inc.
- IV. ***Meeting called to order*** at 9:07 am by committee member, Ms. Karen Etheridge. Committee members: Ms. Etheridge, Ms. Hargrove, and Ms. Copeland were present at the meeting's call to order. Chairperson, Ms. Valerie Guess arrived later in the meeting. The meeting was held at F.A.C.E.S. Community Services at 4041 Taylor Rd, Suite I, Chesapeake, VA 23321.
- V. ***Adoption of Agenda:*** The LHRC voted to adopt the meeting agenda as submitted.
- VI. ***Approval of Minutes:*** The LHRC motioned, voted, and approved the draft minutes submitted from the previous meeting on 11-14-11.
- VII. ***Old Business:*** A consumer vacancy still exists on the committee. The applicant that was set to be interviewed by the committee on this date was unable to be present at the meeting. Mr. Daye gave the committee members copies of the applicant's application to review and advised that the interview will be planned for the next meeting on April 30, 2012. In the meantime, Mr. Daye encouraged affiliates to continue to actively solicit for the vacancy and to forward applications to his office. Mr. Daye once again advised affiliates that having the vacancy unfilled for 6 months leads to the State Human Rights Committee becoming involved. If the LHRC carries a code mandated vacancy for one year, **the SHRC could dismantle the committee.** In this case, providers will be given a list of other local LHRCs and will have to go through the process of affiliating with a different one. This will be the responsibility of the provider to initiate and follow through on in order to remain in human rights compliance.

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- VIII. ***New Business:*** The host provider, F.A.C.E.S. Community Services, announced that they are moving to new location. **Effective the next meeting, the location will be: 3500 Tejo Lane, Suite 105, Chesapeake, VA 23321.**

Mr. Daye reminded affiliates that quarterly reports are due to his office two weeks prior to the meetings. And, copies need to be brought to committee members at the meetings, as per their request.

Mr. Daye introduced new advocate, Nerissa Rhodes, to the committee and affiliates. He advised that Ms. Rhodes would be conducting site visits with providers in the near future.

- IX. ***Financial Report: (Provider information only)*** Richard Mason from Oasis Counseling Center submitted the financial report. It was reported that, as of December 31, 2011, the balance is \$3,000.00 with no expenses. No account activity was reported since the last report given on November 14, 2011. Mr. Mason stated that he was in attendance in lieu of Mr. Brown who normally attends. He stated that he did not have information on the check disbursement as previously agreed upon by the providers, but that he would consult with Mr. Brown and advise providers accordingly.

X. ***Provider Reports:***

***Divine Behavioral Services:***

# of Clients served: 50

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

**Divine House, LLC:**

# of Clients served: 5

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

**F.A.C.E.S. Community Services:**

# of Clients served: 26

Serious Incidents: 1

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

**Harmony House:**

**Requested affiliation for new service: Sponsored Residential Home Services.**

**LHRC motioned and approved affiliation.**

# of Clients served: 2

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

**New Hope Family & Youth Relations, Inc.:**

# of Clients served: 10

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

**Oasis Counseling Center:**

\*\*This provider did not provide quarterly and annual report at the meeting due to regularly designated attendee being unable to attend. Mr. Daye instructed provider to send quarterly and annual reports to his office and to committee members. Mr. Daye also advised provider that their annual report will need to be presented at the next meeting on April 30, 2012.

**Open Hearts Services, LLC:**

**Requested affiliation for new service: Sponsored Residential Program. LHRC motioned and approved affiliation.** \*\*\*Provider was instructed by Mr. Daye that approval of behavior management policies, policies and procedures, and rules of conduct would be deferred until next meeting pending certain amendments. Provider was instructed to send amended behavior management policies and rules of conduct to committee members, and to send amended policies and procedures to Mr. Daye for review prior to next meeting.

# of Clients served: 2

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

**Pathways Developmental Services, Inc.:**

# of Clients served: 78

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

**Peaceful Surrounding, LLC:**

# of Clients served: 4  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**Rosezanne's Ark, LLC:**

**Notified LHRC of new location for existing service: New group home at 3716 Pinebark Road, Portsmouth, VA 23703**

# of Clients served: 4  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**Superior Community Services, LLC:**

# of Clients served: 3  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

- XI. ***Public Comment Period:*** There were no individuals who wished to address the committee during the public comment period.

- XII. ***Future Meeting Location and Schedule:*** The committee members established the following dates for future meetings.

***Future Scheduled Meetings:***

- a. ***4/30/2012 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Suite 105, Chesapeake, Va. 23321 757-478-8814.
- b. ***7/30/2012 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Suite 105, Chesapeake, Va. 23321 757-478-8814.
- c. ***10/29/2012 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Suite 105, Chesapeake, Va. 23321 757-478-8814.

- XIII. ***Closed Session:*** 2.2-3711A (Entered Closed Session)

A motion was made and approved to go into closed session, per VA Code 2.2-3711A, to review the following: abuse/complaint/serious incident report for F.A.C.E.S. Community Services.

The LHRC then voted to come out of closed session. Upon entering into open session, each member certified that only the above noted items were discussed while in closed session.

There were no recommendations.

- XIV. ***Adjournments:*** Meeting was adjourned at 11:20 pm.